

RECORD OF PROCEEDINGS

Minutes of

MIFFLIN TOWNSHIP BOARD OF TRUSTEES

Meeting

Held

January 19,

2016

Chairman Spanovich called the Regular Meeting to order at 3:30 P.M. with Mr. Angelou and the Fiscal Officer, Nancy White present. Mrs. Stewart was absent.

Also Present were:	Fred Kauser	Fire Chief
	William Price	Police Chief
	D.J. Tharp	Service Director
	Becky Kadel	HR Director
	Melissa Rapp	Public Information Officer
	Jack Reynolds	Smith & Hale

Mr. Angelou made a motion to excuse Mrs. Stewart.

Res. 19-16: Approve Mrs. Stewart's Absence

Mr. Angelou moved to approve Mrs. Stewart's absence. Mr. Spanovich seconded. All voted yea. Motion carried.

CONSENT AGENDA

Res. 20-16: Approve Minutes of January 4, 2016

Mr. Spanovich moved to approve Minutes of January 4, 2016. Mr. Angelou seconded. All voted yea. Motion carried.

Res. 21-16: Approve Warrants for February 2016

Mr. Angelou moved to approve Warrants for February 2016. Mr. Spanovich seconded. All voted yea. Motion carried.

TRUSTEE COMMENT

None

CORRESPONDENCE

Fiscal Officer presented the following correspondence to the Board

1. Letters were received from Franklin County Economic Development and Planning Department for violations at 2346 Northglen, 2921 Woodland Avenue and 2381 Park Court.
2. A letter was received from the Franklin County Board of Health for Notice of Violation for the property at 2120 Genessee Avenue for various violations.
3. Letters were received from Franklin County Board of Health for Order of the Board of Health and Referral for Prosecution for the properties at 2177 Agler Road, 2129 Aberdeen Avenue, 2586 Perdue Avenue and 2823 Berrell Avenue for various violations.

FISCAL OFFICER

Fiscal Officer requested approval to pay City of Gahanna \$3,888.01 for the bond repayment and maintenance fee.

Res. 22-16: Approve to Pay City of Gahanna \$3,888.01

Mr. Angelou moved to approve to pay City of Gahanna \$3,888.01. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

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Fiscal Officer requested approval for a pay increase for Christy Williamson at \$20.60 per hour effective January 17, 2016.

Res. 23-16: Approve A Pay Increase For Christy Williamson at \$20.60 per hour Effective January 17, 2016

Mr. Angelou moved to approve a pay increase for Christy Williamson at \$20.60 per hour effective January 17, 2016. Mr. Spanovich seconded. All voted yea. Motion carried.

Mr. Spanovich requested each department head to present their pay scale recommendations on February 1, 2016 which has been approved by the Fiscal Officer.

Fiscal Officer requested approval to pass a resolution for the Columbus/Mifflin Annexation Agreement for Ramseyer Church Property.

Res. 24-16: Approve the Columbus/Mifflin Annexation Agreement for Ramseyer Church Property

Mr. Spanovich moved to approve the Columbus/Mifflin annexation agreement for Ramseyer Church property. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Fiscal Officer reported on the insurance package stating that Mifflin Township will remain with Medical Mutual implementing a 90/10 plan with a premium increase of 6.1%. She said that the same guidelines of earning wellness credits will continue. Deductible will mover from an HRA to an HSA and the Township will fund \$1,500 for a single and \$3,000 for a family with the balance being earned in wellness credits including the tobacco affidavit, physicals, and attending open enrollment. She said that the revised health plan rates are amended to include 90%/10% coinsurance with \$1000 single and \$2000 family out of pocket following deductible. Fiscal Officer stated that there is no increase in the ER co-pay, no doctor office visit co-pay, no spousal waiver. Employee premium contribution will increase 2%, dental coverage will remain with Delta Dental, and vision and life insurance coverage will remain with Standard. As part of the rate reduction, Mifflin Township will join the MEC wellness for a fee of \$300.00 per year.

Res. 25-16: Approve the 2016 Health Care Package

Mr. Angelou moved to approve the 2016 Health Care Package. Mr. Spanovich seconded. All voted yea. Motion carried.

Fiscal Officer presented to the Trustees copies of the Certificate of the Total Amount from All Sources Available for Expenditures and Balances that was submitted to the Auditor's office.

She is awaiting the 1st Amended Certificate which will include updated tax collection numbers.

ADMIN

No report.

HR

Becky Kadel presented the revised administrative Office Pay Schedule for approval. She said the revised schedule reflects the increased public information officer's weekly hours of up to 25 and removed the 3% step increase.

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Res. 26-16: Approve the Revised Administrative Office Pay Schedules

Mr. Angelou moved to approve the revised administrative office pay schedules. Mr. Spanovich seconded. All voted yea. Motion carried. (See Referral File)

Becky Kadel requested permission to begin working with Frank Hatfield at Fishel Hass Kim Albrecht on updating the Township Employee Handbook. She said it has not been updated since 2009 and the cost should not exceed \$6,000.00.

Res. 27-16: Approve Updating the Township Employee Handbook with Frank Hatfield Not to Exceed \$6,000.00

Mr. Spanovich moved to approve updating the Township Employee Handbook with Frank Hatfield not to exceed \$6,000.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

Becky Kadel reported that the open enrollment meetings will be held on February 2, 3 and 4th at 9:00 – 10:00 a.m. and 6:30 – 7:30 p.m. each day. She said a makeup date may be scheduled at a later date.

PIO

Melissa Rapp recommended that a schedule be set for the cemetery committee meeting. She said that holding the meeting at 9:00 a.m. before the Trustee Meeting would probably work best for everybody's schedule. These dates would be March 7, June 6, September 6 and December 5.

IT

No report.

SERVICE

DJ Tharp presented the amended 2016 budget to the Trustees. Fiscal Officer requested that this budget be put on hold for February 1, 2016 as she will hopefully have the final additional numbers from the auditor's office. Fiscal Officer commented that the roads and bridge funds may be impacted because it is a levy fund that may change slightly. Mr. Spanovich put the 2016 budget on hold until February 1, 2016.

DJ Tharp requested to purchase two new Hustler Super Z mowers for a total amount of \$4,398.00 from JD Equipment.

Res. 28-16: Approve to Purchase Two New Hustler Super Z Mower from JD Equipment for \$4,398.00

Mr. Spanovich moved to approve to purchase two new Hustler Super Z Mower from JD Equipment for \$4,398.00. Mr. Angelou seconded. All voted yea. Motion carried. (See Referral File)

POLICE

Chief Price presented his Township risk assessment to the Trustees.

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FIRE

Chief Kauser requested approval to accept the resignation of Lt. Neil Cline effective February 2, 2016.

Res. 29-16: Approve the Resignation of Lt. Neil Cline Effective February 2, 2016

Mr. Spanovich moved to approve the resignation of Lt. Neil Cline effective February 2, 2016. Mr. Angelou seconded. All voted yea. Motion carried.

MECC

Chief Kauser requested approval to accept the resignation of Jessica Parramore effective January 19, 2016.

Res. 30-16: Approve the Resignation of Jessica Parramore Effective January 19, 2016

Mr. Spanovich moved to approve the resignation of Jessica Parramore effective January 19, 2016. Mr. Angelou seconded. All voted yea. Motion carried.

Chief Kauser requested approval to accept the resignation of Shaman Sharma effective January 19, 2016.

Res. 31-16: Approve the Resignation of Shaman Sharma Effective January 19, 2016

Mr. Angelou moved to approve the resignation of Shaman Sharma effective January 19, 2016. Mr. Spanovich seconded. All voted yea. Motion carried.

Chief Kauser requested to put a hold on pay increases for 2016 and said he will present this on February 1, 2016.

There being no further business, Mr. Angelou moved to adjourn the meeting. Mr. Spanovich seconded. All voted yea. Motion carried.

Joseph F. Spanovich, Chairman

Richard J. Angelou, Vice Chairman

Nancy M. White, Fiscal Officer

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Minutes of **MIFFLIN TOWNSHIP BOARD OF TRUSTEES** *Meeting*

Held **December 7,** **2015**

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Held **December 7,** **2015**

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Held **December 7,** **2015**
